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CENTRAL INTELLIGENCE AGENCY
WASHINGTON, D.C. 20505

4 October 1982

Smith, Hinchman & Grylls Associates, Inc.
455 West Fort Street
Detroit, Michigan 48226

Attention: Philip J. Meathe, President

Gentlemen:

This is to confirm the substance of discussions held at the Agency's Headquarters Building in McLean, Virginia, on Tuesday, 28 September 1982. During that meeting I advised you that your fee proposal greatly exceeded the Government estimate, and that I was unable to initiate negotiations regarding such a proposal. The meeting provided the opportunity for you to clarify any questions you may have regarding the scope of work.

I have agreed, however, to have a meeting to clarify any questions you may have on the scope of work. I would like to reinforce my statement during this meeting that unless a dramatic reduction can be made in your proposal, and acknowledged with justification for such reduction, negotiations will not take place. It is our understanding that your response will be received by 8 October 1982.

Please be advised that you are authorized to call the technical representatives , on technical questions provided you confirm same with the undersigned via telephone, and subsequently in writing, so there will be no misunderstanding.

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Sincerely,

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Contracting Officer
Office of Logistics

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